

## STATE UNIVERSITIES CIVIL SERVICE SYSTEM

### **MEMBERS OF THE ADMINISTRATIVE ADVISORY COMMITTEE**

*Karen Hunter Anderson, representing Illinois Community College Board*

*Steve D. Cunningham, representing Northern Illinois University*

*Julie DeWees, representing Western Illinois University*

*Gebe Ejigu, representing Governors State University*

*Walter Knorr, representing the University of Illinois*

*Dan Layzell, representing Illinois State University*

*Alan Phillips, representing the Illinois Board of Higher Education*

*Michael Pierick, representing Northeastern Illinois University*

*Larry Pinkelton, representing Chicago State University*

*Duane Stucky, representing Southern Illinois University*

*William Weber, representing Eastern Illinois University*

*Eric Zarnikow, representing Illinois Student Assistance Commission*

*James D. Montgomery, Vice Chair of the Merit Board, **Committee Chair***

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*Mr. Lewis T. (Tom) Morelock, Executive Director*

*Ms. Mari Martinelli, Legal Counsel*

*Mr. Andy Small, Chair of the State Universities Civil Service Advisory Committee*

## AGENDA FOR NINETY-FOURTH MEETING OF THE ADMINISTRATIVE ADVISORY COMMITTEE

The Committee will convene at *10:00 a.m., Tuesday, February 4, 2014*, in the Conference Room of the State Universities Civil Service System Office, 1717 Philo Road, Suite 24, Urbana, Illinois. Following is the agenda for this meeting.

1. Consideration of the Report of the Ninety-Third Meeting, November 12, 2012 (*Action Item*)
2. Discussion regarding the committee's membership, structure, and goals
3. Civil Service Exemptions
  - a. Update and discussion on the review and revision of Exemption Procedures Manual
  - b. Update regarding Exemption Focus Group
  - c. Audit reports and findings

4. Update on the recent 'Return to Work' legislation regarding work limitations for SURS Annuitants
5. Update and discussion on recent Merit Board actions/decisions
  - a. Discharges
  - b. Director's Review Decisions
6. Administrative Rules/Procedures Update
  - a. Recent rule changes
    - Section 250.50 - Record Retention (effective 12/26/12)
  - b. Recent procedural revisions
    - Amendment to the 'Rule of Three' Demonstration project by adding additional classifications
    - Section 4.3 of the Classification Procedures Manual
    - Section 1.4 of the Employment and Separation Procedures Manual
  - c. Current developments
    - Discharge
    - Temporary upgrades
    - Demotion
    - Leave of Absence(seniority)
    - Registers
7. Report of the Executive Director
  - a. Agency Budget
    - Annual Report
    - Agency Audit
    - FY 14 Budget Update
  - b. Classification Plan Update
    - Police Series Remodel/Contract
    - Other class plan activities
  - c. Audit Program Update
  - d. Legal update
    - Discharge Activity
    - Administrative Review Cases
    - Review Decision Cases
8. Other items as presented
  - 2014 Meeting Dates